

**Document Header Information**

Document Type:	Vch	Document Name:	VCH190807
Travel Authorization Number:	TAA05ZHA	Trip Name:	Per- and Polyfluoroalkyl Substances Community Summit
TA Date:	06/27/18	Currency:	USD
Organization:	EPAR01ORA	Current Status:	PAID
Purpose:	2-INFORMATIONAL MEETING	Document Detail:	To attend a community summit open to all New England states with environment commissioners and staff from headquarters in Exeter, NH. The DRA will be taking a GOV.
Type Code:	TEMPORARY DUTY		

**Traveler Profile**

Name:	SZARO, DEBORAH A	TID:	00001330
Organization:	EPAR01ORA	Duty Station:	Boston
Card:	CARDHOLDER EXEMPT	Office Address:	5 Post Office Square  Boston, MA 02109
EMAIL:	SZARO.DEB@EPA.GOV	Office Phone:	617-918-1011

**Document Information**

Trip Number:  
1

Purpose: To attend a community summit open to all New England states with environment commissioners and staff from headquarters in Exeter, NH. The DRA will be taking a GOV.

**Itinerary Locations**

From	To	Itinerary Location	Purpose	Per Diem Rates
06/25/18	06/26/18	EXETER, NH	2-INFORMATIONAL MEETING	116.00 / 59.00

**Document Totals**

Total Expenses:	237.35
Reimbursable Expenses:	237.35
Non-Reimbursable Expenses:	.00
Advance Applied:	.00
Net to Traveler:	88.50
Net to Government:	.00
Pay to Charge Card:	148.85

**Document Totals by Expense Category**

Expense Category	Cost	Advance Amount
Com. Carrier	7.66	.00
Hotel Tax	10.44	.00
Lodging-PerDiem	116.00	.00
M&IE-PerDiem	88.50	.00
Transaction Fees	14.75	.00
Total Expenses:	237.35	.00

**Trip 1 Details****Reservations Summary**

Reservation Type	Vendor	Ticket#	Location	Cost
LODGE	Hampton Inns	1004264613	Exeter,NH	116.00

**Trip Itinerary**

No Itinerary Available

**Expenses**

Trip#: 1		Total Non-Per Diem Expenses: 32.85 Total Per Diem Expenses: 204.50			
Date	Description	Category	Cost	Pay Method	Per Diem
06/19/2018	Travel Fee	Com. Carrier	7.66	GOVCC	
Comment: OTRS Domestic-Intl w-o Air-Rail Lodging and-or Car Only_					
06/25/2018	Hotel Tax (CONUS & OCONUS Only)	Hotel Tax	10.44	GOVCC	
06/25/2018	Lodging	Lodging-PerDiem	116.00	GOVCC	*
Comment: Conf Num: (b) (6) Cmt:					
06/25/2018	M&IE	M&IE-PerDiem	44.25	PERSONAL	*
06/26/2018	M&IE	M&IE-PerDiem	44.25	PERSONAL	*
06/27/2018	TDY Voucher Fee	Transaction Fees	14.75	GOVCC	

**Per Diem Allowances**

Trip#: 1 Total Per Diem Allowances: 204.50

Date	Rate	Ldg Cost	Ldg Allowed	M&IE Cost	M&IE Allowed	B L D Conf%
06/25/2018	116.00/ 59.00	116.00	116.00	44.25	44.25	
06/26/2018	116.00/ 59.00	0.00	0.00	44.25	44.25	

**Payment Detail Information**

Organization	Label	Accounting String	Payment Method	Amount
EPAR01ORA	18 ORA-B1	AAT.20172018.B.01A.ZZZME8.ME010100.	GOVCC	148.85
EPAR01ORA	18 ORA-B1	AAT.20172018.B.01A.ZZZME8.ME010100.	PERSONAL	88.50

**Totals by Label**

EPAR01ORA 18 ORA-B1 Total AAT.20172018.B.01A.ZZZME8.ME010100. 237.35

**Totals by Payment Method**

GOVCC Total 148.85  
PERSONAL Total 88.50

**Document History 07/03/2018 Vch: VCH190807**

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STATUS	DATE	TIME	SIGNATURE NAME	REASON
CREATED	06/27/2018	9:49AM	EST TRUONG, VINH	
PREPARED	06/27/2018	9:53AM	EST TRUONG, VINH	
SIGNED	06/28/2018	10:22AM	EST SZARO, DEBORAH A	
AUTHORIZED	06/28/2018	10:34AM	EST JOHNSON, ARTHUR Vincent	
VOUCHER APPROVED	06/29/2018	10:08AM	EST FITZPATRICK, SAMUEL C	
PENDING	06/29/2018	10:08AM	EST SYSUTILITY	
OFFSETTING OBLIGATED	06/29/2018	12:26PM	EST One, EAI User	
PENDING	06/29/2018	12:26PM	EST One, EAI User	
PAID	06/30/2018	2:23AM	EST One, EAI User	

I certify that the electronic signatures listed above are valid and on file

SIGNED DATE

**Document Signatures**

Traveler/Preparer Name: \_\_\_\_\_  
Traveler/Preparer Signature: \_\_\_\_\_  
Date: \_\_\_\_\_  
Approver Name: \_\_\_\_\_  
Approver Signature: \_\_\_\_\_  
Date: \_\_\_\_\_